

**THE SALVATION ARMY**  
**Ray and Joan Kroc Corps Community Center**  
**St. Joseph County, IN**



**JOB DESCRIPTION**

**Position:** Personal Performance Trainer II

**Reports To:** Fitness and Recreation Manager

**Classification:** Part Time / Hourly

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**Hours**

Hours will vary.

**Job Summary**

Under the direction of the Fitness and Recreation Manager, a Personal Performance Trainer II is responsible for providing orientation to new members, assisting members with their workouts and providing personal training services.

**I. Key Responsibilities**

1. **Provide personal training to those members who purchase additional services.**
2. **Implement safety measures for personal training service to insure the health and safety for cliental.**
3. **Ensure that the ultimate goal of spiritual, emotional and physical regeneration of all people in represented and infused in all programs, trainings, customer relations, and levels of operation.**

**II. Specific Functions**

1. **Provide personal training to those members who purchase additional services.**
  - a. Provide great customer service to the community; see that all customers, clients and members are given prompt and courteous service.
  - b. Demonstrate strong communication skills, be out-going, and enjoy building relationships with a variety of members working to meet their fitness and wellness goals.
  - c. Provide orientation to new members.
  - d. Perform fitness assessments.
  - e. Provide follow up to personal training customers when appropriate.
  - f. May teach a variety of classes based on experience and specialties.
  - g. Maintain confidentiality.

2. **Implement safety measures for personal training service to insure the health and safety for cliental.**
  - a. Assist members during workouts with proper use of equipment, proper form and safety guidelines.
  - b. Ensure that the fitness area is always presentable. Assist with cleaning and maintenance.
  - c. Report all equipment, fitness and gym area problems to the Health and Wellness Manager.
  - d. Enforcing all rules that pertain to the fitness and exercise areas on a constant basis.
  - e. Adhere to RJKCCC operations as well as all policy procedures as adopted by Administration.
  - f. Provide supervision when Health and Wellness Manager is not on site.
  - g. Observe all safety rules and regulations.
  
3. **Ensure that the ultimate goal of spiritual, emotional and physical regeneration of all people is represented and infused in all programs, trainings, customer relations, and levels of operation.**
  - a. Verify membership and day pass users.
  - b. Provide information and answer questions about available programs.

### III. Qualifications

1. Must be at least 18 years of age.
2. High school diploma or GED equivalency. A degree in fitness, exercise science, athletic training, physical therapy, exercise physiology or other related areas is preferred.
3. Has a current certification in personal training (i.e. Exper-rating, YMCA) and two or more years of experience in personal training required
4. Interest in pursuing a degree or accredited certification in the fitness field (ACSM, NSCA, ACE or AFAA).
5. Must be able to design high-quality, up-to-date, scientifically sound, safe and effective fitness programs for a variety of client goals and needs.
6. Must be able to read, write and communicate in English. Ability to speak Spanish desired.
7. Prior personal training experience is required.
8. Must uphold the scope and practice of fitness professionals.
9. Must comply with all applicable business, employment and copyright laws.
10. Must uphold and enhance public appreciation and trust for the fitness industry.
11. Maintain the confidentiality of all client information.

Anticipated Start Date 1/02/12

- 12. Maintain a drug and alcohol free work environment.
- 13. Ability to communicate effectively with clientele and staff.
- 14. Must have First Aid/CPR/AED certification.

**The Salvation Army Mission Statement**

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

**The Kroc Center Mission Statements**

In keeping with the mission and holistic approach of The Salvation Army, the Ray and Joan Kroc Corps Community Center provides facilities, programs and services that encourage positive life-changing experiences for children and adults which strengthen families, and enrich the lives of seniors.

**The Vision of the St. Joseph County Kroc Center is to:**

Promote Wellness, Encourage Excellence, Build Character and Inspire Faith

**Special Comments**

I further understand that The Salvation Army does not participate in unemployment compensation insurance, and I will not accrue unemployment benefits while working for The Salvation Army.

*The Salvation Army uses job descriptions to aid in various human resource functions. A job description normally is shared with the employee at the time of hire and a copy signed by the employee should be kept in the personnel file. It will help you and your supervisor to communicate about job responsibilities. However, these descriptions are not fixed organizational policy. They are guidelines and are subject to change. From time to time, you may be requested to perform duties and handle responsibilities that are not a part of your normal job description.*

I have read and understand the Position Description as outlined above.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Supervisor)

\_\_\_\_\_  
(Date)